

CLASS TITLE:

**CHIEF, DIVISION OF
COASTAL RESOURCES
(DEM)**

Class Code: 02539500

Pay Grade: 37A

EO: A

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To oversee and direct all aspects of the operation of the Port of Galilee, State Pier #9 in Newport and other State Piers; to serve on and provide staff and technical support to the State Pilotage Commission; to do related work as required.

SUPERVISION RECEIVED: Works under the administrative direction of a superior with wide latitude for the exercise of independent judgment; work is reviewed through conferences and reports for conformance to law, policies, rules and regulations.

SUPERVISION EXERCISED: Plans, organizes, coordinates and reviews the work of a staff of laborers, trades people and clerical workers.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, organize and administer all aspects of the operation of two major commercial fishing ports; to formulate plans and programs for those ports which promote and protect the interests of Rhode Island's commercial fishing industry while supporting compatible transportation, commercial and tourist related activities.

To plan for and oversee the construction, operation and maintenance of state piers, bulkheads and port infrastructure of all kinds.

To oversee and administer the leasing of state piers and real estate for port related business and development.

To oversee and provide for the berthing of commercial fishing vessels and ferries, including the charging and collection of berthing fees.

To coordinate the activities of the division with federal and state agencies, local government, private groups and port tenants.

To oversee and direct the activities of a staff of laborers, tradespeople and clericals in performing the various functions described herein, including the scheduling and oversight of work.

To serve as secretary to and a member of the State Pilotage Commission with knowledge of issues related to the safe operation of shipping in Rhode Island waters.

To prepare such regular and special reports as may be required, and to prepare the division's annual report and budget.

To promulgate and enforce rules and regulations.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough and practical knowledge of the principles, methods, techniques and practices of planning and management as regards the commercial fishing, fish processing, shipping and marine transportation industries and the operation of ports and property management generally; the ability to apply such knowledge in analyzing needs, problems and opportunities and developing and implementing plans and programs to respond to these; a working knowledge of local, state and federal laws and regulations effecting the commercial fishing, marine transportation and shipping industries and marine and coastal construction and development generally; the ability to assign work to and oversee the work of a staff of laborers, tradespeople and clericals and to similarly oversee the work of contractors in the various trades associated with port and pier development, operation and maintenance; the ability to prepare and deliver effective oral and written reports and to speak publicly; the ability to do related work as necessary with a minimum of oversight and direction; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing; and

Experience: Such as may have been gained through: considerable employment in a responsible supervisory position in the management of ports, commercial fishing piers or related and similarly complex facilities.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

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